

# SOCIAL SERVICES

## ACCOMPLISHMENTS FOR FY 2005

### Greenbelt CARES

#### Counseling Services

- ✦ CARES offered school based skill building and discussion groups to youth at three area schools: Springhill Lake Elementary, Eleanor Roosevelt High School, and DuVal High School.
- ✦ Truancy Prevention Groups were offered for a third year at Eleanor Roosevelt High School and for a second year at DuVal High School. These groups were funded through the Prince George's County Local Management Board. CARES received an additional \$10,000 for Fiscal Year 2005 bringing the total grant award to \$30,000.
- ✦ CARES Family Counselors led three discussion groups for youth at Eleanor Roosevelt High School. The eight week groups focused on increasing students' decision making and anger management skills.
- ✦ A former CARES Family Clinic volunteer counselor, in conjunction with the school guidance counselor, conducted four groups for 4<sup>th</sup> and 6<sup>th</sup> graders at Springhill Lake Elementary School. The 4<sup>th</sup> graders focused on anger management skills and the 6<sup>th</sup> graders focused on decision making skills.
- ✦ Provided a second year of the Strengthening Families Program at Springhill Lake Elementary. The Strengthening Families Program is a nationally recognized program designed to decrease child behavior problems and increase parenting skills and family functioning for participating families. Funding for the program was provided by the Prince George's County's Livable Communities Initiative.
- ✦ In-service trainings covering a variety of topics were offered to staff and volunteer interns bi-monthly. Topics included Working with Victims of Sexual Abuse, Empowering Parents of Difficult Teens, Domestic Violence Assessment and Treatment, Treatment Plans and Outcome Assessment, Therapeutic Engagement of Adolescents, Anger Management Interventions, Depression, Cognitive Behavioral Therapy and Depression, Cognitive Behavioral Play Therapy, Adolescents and Confidentiality in Therapy, Therapeutic Joining, Cognitive Restructuring, Negotiating Parent Adolescent Conflict, and Family Therapy techniques.
- ✦ CARES staff participated in National Depression Screening Day. This event was sponsored by Community Crisis, Inc. and the Greenbelt Assistance In Living (GAIL) program. This was the first time this event was held in Greenbelt and 133 persons were screened at five community sites, with 43 reporting signs of depression and mental illness. Information and referrals on depression and mental illness were provided as well as on-site screening and counseling for depression.
- ✦ A new internship position was established to provide both mental health and outreach services to seniors. An intern worked conjointly with CARES counseling services, and the GAIL outreach program, providing these services to seniors.
- ✦ Program evaluation tools for counseling services were developed and implemented.
- ✦ Bi-monthly group supervision and training related to Cognitive Behavioral Family Therapy was developed and offered for CARES staff and volunteer counselors.

### **Crisis Intervention Services**

- ✦ Crisis Intervention Counselors (CIC) provided immediate crisis counseling and follow-up contacts to individuals and families facing issues such as victim of crime, suicide, death of family member, and community crisis.
- ✦ CIC's worked with Community Development personnel in their work with distressed residents.
- ✦ CIC's revised and updated the areas of resources in the CARES resource manual utilized for information and referral services.
- ✦ As part of their community outreach, the CIC's participated in Schromfest and Springfest, offering participants information on CARES and area resources. In addition, CIC's participated in the National Depression Screening Day.
- ✦ A CIC gave a presentation about crisis counseling to the Marriage and Family Therapy graduate students at the University of Maryland. Students were offered information about the Crisis Intervention Counselors' work with the Greenbelt Police Department and the various methods of providing crisis counseling, as well as the types of services CARES provides.

### **Vocational/Educational Services**

- ✦ CARES Vocational/Educational Counselor conducted four GED preparation courses for local youth and adults and coordinated tutoring services for Prince George's County youth living in Greenbelt and the surrounding areas.
- ✦ Four babysitting courses were held for Greenbelt youth, including a special course for a local Girl Scout Troop. Participating youth learned about health and safety issues, poison control and fire prevention.
- ✦ 83 new tutors were recruited and trained from the University of Maryland. These tutors provided weekly individual sessions to participating youth in the areas of mathematics,

language arts, and science. Six tutors also participated from the local community (i.e. NASA/Goddard Space Flight Center and community residents).

- ✦ The Tutoring Camp was held for the second year offering local youth lessons in mathematics, language arts, and science.
- ✦ Participated in the 1<sup>st</sup> Look Volunteer Fair on campus at the University of Maryland. The purpose of the fair is to educate college students to service-learning opportunities and recruit, train and encourage experiential learning with volunteer programs.
- ✦ Provided Family Studies internship experience for two student interns in the Vocational/Educational program.

### **Advisory Committee on Education (ACE)**

- ✦ ACE members participated in the Annual Labor Day Festival and Parade.
- ✦ Multiple training workshops for the Reading Partners Tutoring Program were held through the year as well as follow-up matching of trained tutors with students. The program has now been completed and trained reading tutors have been encouraged to continue working in the community under the auspices of the Greenbelt CARES Tutoring Program.
- ✦ ACE held the Annual Meeting for School Principals and Vice-Principals, the Annual meeting for area school PTA Presidents and Executive Board, the ACE Educator Awards and presentations, and the ACE Student Awards Presentations and Reception.
- ✦ ACE members attended the joint meeting with all area municipal Education Committees.
- ✦ ACE completed research and reports for Council regarding area school crosswalk needs and the continuing concern for the delayed Greenbelt Middle School renovations.
- ✦ ACE participated in a work session with City Council and the Prince George's County School

Board tending to a wide variety of issues, including school renovations, overcrowding and boundaries, and the redevelopment of Springhill Lake area and the Elementary School.

#### ACE Reading Club

- ✦ The ACE Reading Club continued to distribute a monthly Club newsletter and monthly reading activity calendar from September 2004 through June 2005.
- ✦ The ACE Reading Club conducted 14 cable television shows.
- ✦ The ACE Reading Club hosted the third annual ACE Reading Club Youth Writing Contest for students in grades 6 through 12 and the third annual Greenbelt Youth Literary Showcase.
- ✦ Six local schools (Greenbelt Elementary School, Magnolia Elementary School, Springhill Lake Elementary School, Greenbelt Middle School, Eleanor Roosevelt High School, and Saint Hugh's School) participated in the ACE Reading Club.
- ✦ New this year, the ACE Reading Club developed a Creative Writing Workshop in the middle school, which was enthusiastically received by the 7<sup>th</sup> and 8<sup>th</sup> grade students.
- ✦ Also added was the quarterly Reading Club Meetings after school for students at Springhill Lake Elementary and Monthly Book Discussions with 5<sup>th</sup> and 6<sup>th</sup> graders at Greenbelt Elementary. Finally, the ACE Reading Club was pleased to participate for the first time with the Eleanor Roosevelt High School Book Discussion Group.
- ✦ The ACE Reading Club spent a good portion of the year collaborating with a similar reading club in the United Kingdom and looks forward to the resulting International Pen Pal Program.
- ✦ Overall, over 200 students participated in the Club this year through cable television tapings, and the writing contest, not to mention the

untold number of students who read the newsletter every month and watched the cable television shows every week.

#### **Greenbelt Assistance In Living (GAIL)**

- ✦ Beginning in September 2004, a Senior Van Aide was added to the Public Works Department and Greenbelt transportation guides were sent out to GAIL clients in January 2005.
- ✦ A Service Coordinator was placed at Green Ridge House to provide case management and information and referral services to Green Ridge House residents and community residents on the Green Ridge House waitlist. This position is funded through a 3 year HUD grant which is renewable yearly after the end of the initial grant fund.
- ✦ Partnered with Community Crisis Services, Inc. to secure funding for the Greenbelt Suicide Prevention Campaign. This campaign offered the community information about suicide, including signs of depression, suicidal behavior, and statistics on rates of suicide in the senior population. In addition, residents were offered local resources that offer assistance to persons suffering from depression or exhibiting suicidal behavior. This campaign culminated in October with Depression Screening Day. Depression screenings were offered at five sites in Greenbelt. Over the course of the day, 143 people were screened, with 43 indicating signs of depression or mental illness. Persons taking the screening were offered on site counseling and referral services.
- ✦ Co-sponsored a conference with Community Crisis Services, Inc. titled, "Suicide and the Older Adult."
- ✦ Counseling services for seniors were developed this year. Currently, the GAIL program offers seniors in Greenbelt three counseling options. The first is access to Helen Barnes, geropsychiatric nurse from the Department of Family Services Area Agency on Aging on a monthly basis. The second option is weekly counseling through the MSW intern. The third

is through the Pro-Bono Counseling Project.

blood pressure checks, medication management, diabetic finger sticks, bathing, and health education.

- ★ A partnership with Bowie State Nursing Program was established to offer in-home weekly health visits to Greenbelt residents. Participating residents received services such as

## ISSUES AND SERVICES FOR FY 2006

### **Assistance in Living Program**

The Assistance in Living Program has fit well into CARES. The Community Resource Advocate has been a wonderful addition to the CARES team and has brought new insight and opportunities into the department, such as involvement in Depression Screening Day. The Community Resource Advocate and CARES staff continue to coordinate and share information about seniors in crisis or in need of mental health services.

As Greenbelt faces a growing senior population, it seems apparent that the services of the Assistance in Living Program will surely continue to grow. To date, the program is assisted by a senior aide, funded through the Senior Employment and Training program through the Area Agency on Aging, who provides 15 hours a week of office support; a staff person from the Prince George's County Department of Aging, who provides 2 hours a month of office hours, a monthly staff support group at Green Ridge House, and accepts referrals for individual mental health assessments; a graduate social work intern from the University of Maryland who assists the Community Resource Advocate in providing information and referral and in operating several of the programs, such as the Brown Bag Food Program, and provides individual counseling for seniors; and the Green Ridge House Service Coordinator who provides case management and referral services to Green Ridge House residents and community residents on the Green Ridge House waitlist. During the coming year, it will be important for the City to determine the vision of the Assistance in Living Program to offer clear direction to the program's growth.

A second concern has been the need to establish a fund source, from which the Community Resource Advocate would be able to assist seniors in need by accessing needed services or products.

### **Crisis Intervention Counselors**

Last year, a third Crisis Intervention Counselor (CIC) position was added to the CARES staff. This addition has accomplished many of the goals set out for it. Having three CIC's allows each counselor to be off pager for two weeks at a time and has lowered the stress and feeling of responsibility that accompanies the wearing of the pager for seven days, 24 hours a day. The second goal of retaining CIC's for longer than a year has not yet been able to be fully assessed, in that two of the CIC's began working for CARES in August 2004. The third CIC, however, has been employed at CARES for two years. The third goal of adding a CIC was to decrease the amount of time it took to respond to police referrals. Within a few months of adding the third CIC, all past referrals were contacted and now persons referred are contacted within one to two weeks. This response is clearly more in line with providing resources and referrals to persons who have experienced a crisis situation.

### **School Groups**

CARES has traditionally offered Discussion Groups at Greenbelt Middle School. During this past year, however, these groups were not offered due to school regulations restricting the pulling of children from class for non-academic activities. CARES on average worked with 35-40 middle school students, addressing issues of anger management, peer relationships, social skill development, and school behavior. CARES will continue to work with the middle school on the possibility of offering these groups next school year.

### **Space Concerns**

This year some additional space was added to CARES with the first floor conference room becoming office space for CARES staff. This move allowed the Community Resource Advocate and her Senior Aide to move within the CARES space, allowing CARES to offer more support to this program. CARES, however, continues to have a substantial waitlist for counseling services. On average, there is a three to six month waitlist for individual counseling (offered on Monday evenings and during daytime hours) and a six to eight week waitlist for family counseling (Wednesday evening Family Clinic). To alleviate this problem one of the current counselors could be moved from part time employment to full time employment or an additional counselor could be hired. Neither of the current staff is interested in moving to a full time position. The addition of a counselor would require additional office space and finances. Currently, three of the five offices house two staff and/or a staff and intern.

### **Expectations**

Two programs offered by CARES, the Truancy Prevention Groups at Eleanor Roosevelt and DuVal High Schools and the Strengthening Families Program at Springhill Lake Elementary, are grant funded. The Truancy Prevention Groups focus on students who have demonstrated high rates of absenteeism. Two groups of students meet once a week at each school. The program focus is to reengage the students in school. Topics such as academic goal setting, communication skills, anger management skills, and decision making skills are covered. The groups have been at Eleanor Roosevelt since the fall of 2002 and at DuVal High School since the winter of 2004. The groups originally were funded through the Youth Consolidated Grant, managed by the Prince George's County Local Management Board. CARES received \$20,000 in Fiscal Year 2003 and \$25,000 (\$5,000 additional funds became available due to the closing of Glenarden Youth Services) in Fiscal Year 2004 to operate these programs. In Fiscal Year 2005, the county lost funding for the Youth Consolidated Grant, however, the Local Management Board funded this program through its own budget. In fiscal year 2005, CARES was awarded \$30,000 to offer the programs in the 2 high schools. The Local Management Board intends to reapply for Youth Consolidated Grant funds for Fiscal Year 2006 to continue the operation of these programs. If the grant is not awarded, it is unclear from where funding for this program will be obtained.

The Strengthening Families Program is the second grant funded program offered by CARES. This program is designed to increase family functioning and decrease youth problem behaviors and has been offered at Springhill Lake Elementary for the past two years. The program focuses on the whole family and develops members' communication skills, parenting skills, youth pro-social skills, and family relationships. Families attend the program for three hours, one time a week for 14 weeks. The program is funded through the Livable Communities Grant received by the City of Greenbelt in Fiscal Year 2004. CARES received \$20,000 to train CARES staff, Springhill Lake Elementary staff, and local graduate students and to operate two sessions of the Strengthening Families Program. CARES was able to offer three sessions of the group through careful management of the funds and in-kind support from Springhill Lake Elementary. The City has again submitted for funding for this program in its Livable Communities Initiative for Fiscal Year 2006.

# PERSONNEL STAFFING

PERSONNEL STAFFING	Grade	Auth. FY 2004	Auth. FY 2005	Prop. FY 2006	Auth. FY 2006
<b>510 Greenbelt CARES</b>					
Director	GC-17	.9	.9	.9	.9
Family Counselor	GC-11	1.1	1.1	1.1	1.1
Education/Vocational Counselor	GC-11	.6	.6	.6	.6
Crisis Intervention Counselor	GC-11	1.0	1.5	1.5	1.5
Office Associate II & III	GC-5&7	1.1	1.1	1.1	1.1
Total FTE		4.7	5.2	5.2	5.2
<b>520 Greenbelt Assistance in Living</b>					
Community Resource Advocate	GC-11	-	1.0	1.0	1.0
Total FTE			1.0	1.0	1.0
<b>530 Service Coordination Program</b>					
Service Coordinator	GC-8	-	-	1.0	1.0
Total FTE				1.0	1.0
<b>Total Social Services</b>		<u>4.7</u>	<u>6.2</u>	<u>7.2</u>	<u>7.2</u>

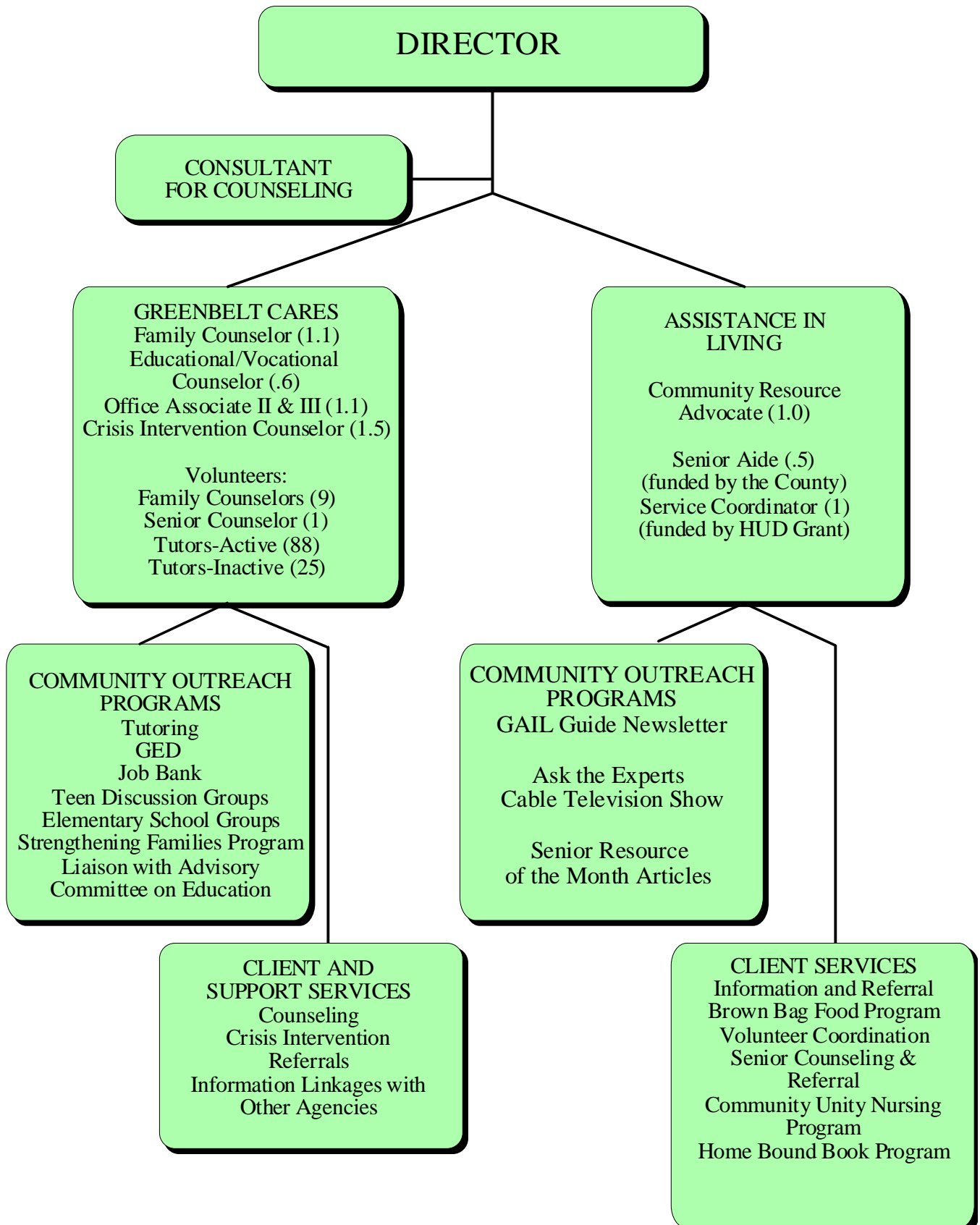


*"ACE Educators" are recognized annually for their outstanding service to Greenbelt's students.*



*Students from Greenbelt Middle School participate in the ACE Reading Club.*

# SOCIAL SERVICES





# GREENBELT CARES

## YOUTH & FAMILY SERVICES BUREAU



This account provides funds for the operation of the Greenbelt CARES Youth and Family Services Bureau. Programs offered by CARES include both formal and informal counseling of children, youths, and their parents, maintenance of a job bank and tutoring. In these services, CARES works closely with other social agencies including the schools, the Department of Juvenile Justice and the Prince George's County Department of Family Services.

*Participants of the Strengthening Families program enjoy a graduation celebration.*

Performance Measures	FY 2003 Actual	FY 2004 Actual	FY 2005 Estimated	FY 2006 Estimated
<u>Election Survey Scores (Last 4 elections)</u>	<u>1997</u>	<u>1999</u>	<u>2001</u>	<u>2003</u>
Counseling	n/a	2.96	2.97	3.33
Crisis Intervention Counseling	n/a	2.63	3.11	3.29
Discussion Groups in Schools	n/a	2.33	2.65	3.25
GED Program	n/a	2.65	3.00	3.31
Tutoring	n/a	3.00	2.85	3.29
<b>Counseling Services</b>				
Formal Counseling Cases	67	73	65	65
Formal Counseling Clients	168	176	165	165
Formal Clients – 18 and under	64	72	65	65
Intakes by Family	65	47	50	50
<b>Education Services</b>				
GED Students	27	44	30	30
Persons Tutored	87	89	90	90
Tutor Workshop Participants	16	11	15	15
<b>Groups</b>				
Springhill Lake Elementary School Groups	120	72	75	75
Middle School Groups	46	35	0	0
Parent Group	5	0	0	0
Teen Group Participants	42	33	35	35
Strengthening Families Group	-	18	30	30
<b>Crisis Intervention Services</b>				
Persons Contacted by CIC	230	186	250	250
Requests for Service	341	295	300	300
Persons who accepted counseling and/or referral services	69	91	70	70
<b>Job Assistance</b>				
Full and Part Time Job Placements	8	5	5	5
Odd Jobs	13	10	10	10
<b>Other Services</b>				
Requests for Service	1,066	892	1,000	1,000



## Management Objectives

- ★ Develop a strategic plan for the CARES Department, including a mission statement, values statement, and short and long term goals.
- ★ Develop mental health informational packets for crisis clients.
- ★ Develop a GED field trip program to enhance classroom learning objectives.
- ★ Offer an Adult's Skills Development Group.

## Budget Comments

- ① Funds are budgeted for the ACE Reading Club in FY 2006.
- ② The budget for Professional Services, line 30, includes \$5,000 to provide discussion groups at schools, and professional support for the formal counseling program (\$13,300). An additional \$5,500 is proposed to enable professional support to cover three formal counseling sessions a month (up from two) and to meet with the Director twice a month.
- ③ Special Programs, line 58, shows a reduction in funding from the Youth Consolidated Grant (\$20,000) and the Livable Communities Grant (\$6,000) in FY 2006.
- ④ No revenues or expenses are budgeted for the Truancy Prevention or Strengthening Families programs. Both programs are grant funded and the funding for FY 2006 is not certain.

<b>GREENBELT CARES Acct. No. 510</b>	<b>FY 2003 Actual Trans.</b>	<b>FY 2004 Actual Trans.</b>	<b>FY 2005 Adopted Budget</b>	<b>FY 2005 Estimated Trans.</b>	<b>FY 2006 Proposed Budget</b>	<b>FY 2006 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$235,468	\$249,054	\$260,600	\$262,800	\$266,300	\$275,600
28 Employee Benefits	55,585	63,415	70,900	74,200	77,800	83,800
Total	\$291,053	\$312,469	\$331,500	\$337,000	\$344,100	\$359,400
<b>OTHER OPERATING EXPENSES</b>						
30 Professional Services	\$18,962	\$17,642	\$18,300	\$18,300	\$23,800	\$23,800
33 Insurance	1,693	2,297	2,500	3,100	3,300	3,300
34 Other Services	0	1,125	1,200	1,500	1,500	1,500
38 Communications	1,919	2,034	1,400	1,300	1,400	1,400
45 Membership & Training	2,679	3,058	6,300	6,100	6,400	6,400
53 Computer Expenses	12	0	0	0	0	0
55 Office Expenses	3,578	4,056	3,600	3,800	3,800	3,800
58 Special Programs	11,246	27,006	28,600	28,400	600	600
69 Awards & Incentives	5,988	0	0	0	0	0
Total	\$46,077	\$57,218	\$61,900	\$62,500	\$40,800	\$40,800
<b>TOTAL GREENBELT CARES</b>	<b>\$337,130</b>	<b>\$369,687</b>	<b>\$393,400</b>	<b>\$399,500</b>	<b>\$384,900</b>	<b>\$400,200</b>
<b>REVENUE SOURCES</b>						
State OCYF Grant	\$77,479	\$77,479	\$77,500	\$77,500	\$77,500	\$77,500
City 25% Matching Payment	26,076	26,076	26,000	26,000	26,000	26,000
County Grants	17,402	5,000	15,000	13,400	5,000	5,000
Excess Funded 100% by City	207,891	237,996	254,100	259,600	274,400	289,700
GED Co-pay	630	2,040	800	3,000	2,000	2,000
Youth Consolidation Grant	7,652	21,096	20,000	20,000	0	0
<b>Total</b>	<b>\$337,130</b>	<b>\$369,687</b>	<b>\$393,400</b>	<b>\$399,500</b>	<b>\$384,900</b>	<b>\$400,200</b>

# GREENBELT ASSISTANCE IN LIVING PROGRAM



This account provides funds for the operation of the Greenbelt Assistance in Living Program (GAIL). Created in 2001, the goal of this program is to provide information and support that enables seniors to remain in their homes. This program is staffed by a Community Resource Advocate. This account was established in FY 2005. Previously this program was accounted for under Account 120, Administration.

*Mayor J Davis poses with Laverne Stewart-Logan, Christal Batey, and Belicia Swinson at a reception welcoming Laverne as the new Service Coordinator who will spend time at Green Ridge House.*

Performance Measures	FY 2003 Actual	FY 2004 Actual	FY 2005 Estimated	FY 2006 Estimated
<b>Client Assistance</b>				
New Clients	n/a	251	145	100
Existing Clients	n/a	85	425	525
<b>Outreach Efforts</b>				
Group Presentations/Meetings	n/a	10	20	20
Newspaper Columns	n/a	12	10	11
GAIL Newsletter	n/a	3,600	4,800	5,000
Brochures Distributed to New Clients	n/a	-	1,200	100
Cable TV Shows	n/a	12	11	11

## Management Objectives

- ★ Develop a “preferred provider program” for home health care for Greenbelt residents.
- ★ In conjunction with the AARP, offer a Money Management Program for Seniors. (The goal of this program would be to prolong independent living for individuals by offering bill payer services and representative payee services through volunteers from AARP for Greenbelt residents.)
- ★ Develop the new Service Coordinator position at Green Ridge House.
- ★ Expand the nursing program to include the Prince George’s Community College nursing program.
- ★ Conduct the 2<sup>nd</sup> Annual Greenbelt Depression Screening Day.
- ★ Continue to pursue partnerships with other entities to fund special activities for the GAIL and CARES Programs.

## Budget Comments

- ① Retirement costs were not billed to this department due to hiring staff after FY 2004 ended. However, the City will be billed for state retirement in FY 2006. Therefore, Employee Benefits, line 28, is increased by \$4,000.
- ② Most of the Office Expenses, line 55, for this program were absorbed by the CARES budget in FY 2005.
- ③ Funds were budgeted in Special Programs, line 58, in FY 2005 to purchase adaptive equipment for installation in homes. These funds are being reprogrammed to FY 2006.
- ④ The work in this budget is assisted by a Senior Aide funded by Prince George's County and a master's level social work degree intern.



***Seniors learn about a wide variety of services available to them through the "Ask the Experts" program.***

<b>ASSISTANCE IN LIVING Acct. No. 520</b>	<b>FY 2003 Actual Trans.</b>	<b>FY 2004 Actual Trans.</b>	<b>FY 2005 Adopted Budget</b>	<b>FY 2005 Estimated Trans.</b>	<b>FY 2006 Proposed Budget</b>	<b>FY 2006 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$0	\$0	\$50,000	\$52,900	\$55,800	\$55,800
28 Employee Benefits	0	0	18,600	17,000	21,200	21,200
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$68,600</b>	<b>\$69,900</b>	<b>\$77,000</b>	<b>\$77,000</b>
<b>OTHER OPERATING EXPENSES</b>						
45 Membership & Training	\$0	\$0	\$2,400	\$2,000	\$2,000	\$2,000
55 Office Expenses	0	0	3,200	1,800	2,200	2,200
58 Special Programs	0	0	4,000	1,000	4,000	4,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,600</b>	<b>\$4,800</b>	<b>\$8,200</b>	<b>\$8,200</b>
<b>TOTAL ASSISTANCE IN LIVING</b>	<b>\$0</b>	<b>\$0</b>	<b>\$78,200</b>	<b>\$74,700</b>	<b>\$85,200</b>	<b>\$85,200</b>
<b>REVENUE SOURCES</b>						
NORC Support Services Center Grant	\$40,888	\$57,572	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$40,888</b>	<b>\$57,572</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# SERVICE COORDINATION PROGRAM



This account provides for the operation of the Green Ridge House Service Coordination Program. It is funded by a grant from the Department of Housing and Urban Development. Created in FY 2005, the goal of this program is to provide information and support that enables seniors to remain in their homes. This program is staffed by a fulltime Service Coordinator.

*Service Coordinator, Laverne Stewart-Logan is welcomed by Green Ridge House residents.*

Performance Measures	FY 2003 Actual	FY 2004 Actual	FY 2005 Estimated	FY 2006 Estimated
<b>Client Assistance</b>				
New Clients	n/a	n/a	40	40
Existing Clients	n/a	n/a	60*	100
<b>Outreach Efforts</b>				
Group Presentations/Meetings	n/a	n/a	4	8
Green Ridge House Newsletter	n/a	n/a	100	400
Brochures Distributed	n/a	n/a	40	40
Program Linkage	n/a	n/a	100	50

\* Transferred clients from the GAIL program

## Management Objectives

- ★ Develop a Green Ridge House Quarterly Newsletter.
- ★ In conjunction with the GAIL program and AARP, offer money management programs for the seniors at Green Ridge House.
- ★ Become a certified Service Coordinator by the American Association of Service Coordinators.
- ★ Work with the Prince George's Community College School of Nursing to develop a five week educational series on Developing your Personal Wellness Plan.
- ★ Investigate potential service providers for residents of Green Ridge House based on the residents needs.
- ★ Incorporate the Green Ridge House waitlist clients into the service coordination program.

## Budget Comments

- ① The expenses in Professional Services, line 30, are for quality assurance monitoring of the program which is required by the federal government.
- ② Membership & Training, line 45, provides for required attendance at conferences.
- ③ This service is fully funded in FY 2006 by a grant from the federal government. In FY 2005, it was supported by the same grant and a match from the Green Ridge House budget.

<b>SERVICE COORDINATION PROGRAM Acct. No. 530</b>	<b>FY 2003 Actual Trans.</b>	<b>FY 2004 Actual Trans.</b>	<b>FY 2005 Adopted Budget</b>	<b>FY 2005 Estimated Trans.</b>	<b>FY 2006 Proposed Budget</b>	<b>FY 2006 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$0	\$0	\$0	\$13,000	\$32,900	\$32,900
28 Employee Benefits	0	0	0	4,000	12,100	12,100
Total	\$0	\$0	\$0	\$17,000	\$45,000	\$45,000
<b>OTHER OPERATING EXPENSES</b>						
30 Professional Services	\$0	\$0	\$0	\$1,500	\$3,000	\$3,000
38 Communications	0	0	0	500	1,100	1,100
45 Membership & Training	0	0	0	800	2,900	2,900
53 Computer Expenses	0	0	0	3,000	200	200
55 Office Expenses	0	0	0	2,600	700	700
Total	\$0	\$0	\$0	\$8,400	\$7,900	\$7,900
<b>TOTAL MULTI-FAMILY HOUSING</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,400</b>	<b>\$52,900</b>	<b>\$52,900</b>
<b>REVENUE SOURCES</b>						
Transfer from Green Ridge House	\$0	\$0	\$0	\$15,000	\$0	\$0
HUD Multi-Family Housing Service Coordinator Grant	0	0	0	10,400	53,300	53,300
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,400</b>	<b>\$53,300</b>	<b>\$53,300</b>

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.